

**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**  
**STUDENTS AFFAIRS COUNCIL ELECTION 2017-2018**

Ref. No. NITC/SAC/Election/2017/35

13-09-2017

**NOTICE**

**Important Instructions to voters**

1. Refer to the earlier Notice "[Final Electoral Roll List](#)" published on NITC Website and find out your **Sl. No.** in the Electoral Roll list.
2. Refer to the earlier Notice "List of Polling Stations" published to know the Polling Station allotted to you.
3. Polling begins at 9 a.m. and closes at 1 p.m. **Voters are REQUESTED to come for casting votes AS EARLY as possible, THE EARLIER THE BETTER!**
4. It is **COMPULSORY** to show a **VALID** institute ID - card/Hostel ID - card that carries the voter's photograph, in order to vote. **Students without ID-cards will not be allowed to cast votes and will be turned back.**
5. Polling for SAC Elections 2017 will be done online. The procedure for casting your vote is as follows :

**Step 1:** After verification of ID-card the Polling Officer will issue a **secret password (also called ID number)** to the voter. The voter will then be directed to a computer terminal to cast his vote.

**Step 2:** On the computer screen, enter the secret password. To do this, using the mouse provided move the pointer near a radio button on the screen. A pull-down menu appears with numbers 0 – 9. Click on the appropriate number to enter that digit. The entire password should be entered digit-by-digit. If the password is entered correctly, "**password accepted**" window appears. Click on **OK**. The Ballot paper is now displayed.

**Step 3:** Click on the post you wish to vote for. The list of candidates for the selected post is now displayed. Click on the radio button next to the candidate you wish to vote for, then click **OK**. If you wish to change your choice before clicking **OK**, click on **CLEAR** and re-indicate your choice. If you wish to change your choice even after clicking **OK** just click on the post once again. The candidate window reappears and you can re-indicate your choice.

**Step 4:** Repeat step-3 for every post that you wish to vote for.

**Step 5:** If you do not wish to cast vote for any candidate or wish to vote only for a few posts, simply click on **VOTE** button without indicating any choices/after you have completed your choices, as the case may be. A window "**you have not voted for XX posts. Are you sure you want to continue?**" appears. Click on **YES** if you wish to complete your voting. Click on **NO** or **CANCEL** to continue with your voting.

**Step 6:** If you have cast all your votes or you click **YES** in the window after step-5, a "**Thanks for voting**" window appears. Click on **OK** to complete your voting process.

Dr. Jimmy Jose  
Returning Officer